

Year 3 Annual Report

Massachusetts Small MS4 General Permit

Reporting Period: July 1, 2020-June 30, 2021

****Please DO NOT attach any documents to this form. Instead, attach all requested documents to an email when submitting the form****

Unless otherwise noted, all fields are required to be filled out. If a field is left blank, it will be assumed the requirement or task has not been completed. Please ONLY report on activities between July 1, 2020 and June 30, 2021 unless otherwise requested.

Part I: Contact Information

Name of Municipality or Organization:

EPA NPDES Permit Number:

Primary MS4 Program Manager Contact Information

Name:

Title:

Street Address Line 1:

Street Address Line 2:

City:

State:

Zip Code:

Email:

Phone Number:

Stormwater Management Program (SWMP) Information

SWMP Location (web address):

Date SWMP was Last Updated:

If the SWMP is not available on the web please provide the physical address:

Part II: Self-Assessment

First, in the box below, select the impairment(s) and/or TMDL(s) that are applicable to your MS4. Make sure you are referring to the most recent EPA approved Section 303(d) Impaired Waters List which can be found here: <https://www.epa.gov/tmdl/region-1-impaired-waters-and-303d-lists-state>

Impairment(s)

- ☐ Bacteria/Pathogens
 ☐ Chloride
 ☒ Nitrogen
 ☒ Phosphorus
☐ Solids/ Oil/ Grease (Hydrocarbons)/ Metals

TMDL(s)

- In State:**
☐ Assabet River Phosphorus
 ☒ Bacteria and Pathogen
 ☐ Cape Cod Nitrogen
☐ Charles River Watershed Phosphorus
 ☐ Lake and Pond Phosphorus
Out of State:
☐ Bacteria/Pathogens
 ☐ Metals
 ☐ Nitrogen
 ☒ Phosphorus

Clear Impairments and TMDLs

Next, check off all requirements below that have been completed. **By checking each box you are certifying that you have completed that permit requirement fully.** If you have not completed a requirement leave the box unchecked. Additional information will be requested in later sections.

Year 3 Requirements

- ☐ Inspected and screened all outfalls/interconnections (excluding Problem and Excluded outfalls)
☒ Updated outfall/interconnection priority ranking based on the information collected during the dry weather inspections as necessary
☐ Post-construction bylaw, ordinance, or other regulatory mechanism was updated and adopted consistent with permit requirements

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

The Town has visited all 373 MS4 outfalls/interconnections and attempted to investigate and screen them. Of the 373 outfalls/interconnections, 359 were successfully investigated and screened. Only 14 outfalls were unable to be completed prior to the end of Permit Year 3 because they require more extensive effort to complete screening.

The Town updated Rules and Regulations for the Stormwater Management Bylaw for consistency with the 2016 Small MS4 General Permit requirements in Permit Year 3. The updated draft regulations were presented at the following Conservation Commission meetings on March 22, 2021 and April 29, 2021 for the public and the Commission to comment. Final regulations were approved on July 26, 2021. Some requirements (e.g., as-built submissions, reference to MA Stormwater Handbook for design standards, et al.) have been in place since May 2015.

Annual Requirements

- ☒ Provided an opportunity for public participation in review and implementation of SWMP and complied with State Public Notice requirements
- ☒ Kept records relating to the permit available for 5 years and made available to the public
- ☒ The SSO inventory has been updated, including the status of mitigation and corrective measures implemented
 - ☐ This is not applicable because we do not have sanitary sewer
 - ☒ This is not applicable because we did not find any new SSOs
 - ☐ The updated SSO inventory is attached to the email submission
 - ☐ The updated SSO inventory can be found at the following website:
- ☒ Properly stored and disposed of catch basin cleanings and street sweepings so they did not discharge to receiving waters
- ☒ Provided training to employees involved in IDDE program within the reporting period
- ☒ All curbed roadways were swept at least once within the reporting period
- ☒ Updated system map due in year 2 as necessary
- ☒ Enclosed all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- ☒ Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- ☒ Updated inventory of all permittee owned facilities as necessary
- ☒ O&M programs for all permittee owned facilities have been completed and updated as necessary
- ☐ Implemented all maintenance procedures for permittee owned facilities in accordance with O&M programs
- ☐ Implemented program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- ☐ Inspected all permittee owned treatment structures (excluding catch basins)

Optional: If you would like to describe progress made on any incomplete requirements listed above, provide any additional information, and/or if any of the above annual requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Due to asynchronous work schedules, a combination of remote and in-person work, and additional disruptions throughout the COVID-19 pandemic a backlog of work has developed in the Town. The Town was unable to perform catch basin cleaning according to O&M programs this year due to deferred priorities because of the pandemic. Catch basin cleaning is scheduled for the upcoming year.

The Town's "Good Housekeeping and Pollution Prevention Program for Municipal Operations and Maintenance" includes maintenance procedures for Town facilities and MS4 infrastructure, which are implemented to the maximum extent practicable.

The Town is working on refining the GIS for all municipally owned BMPs and plans to inspect those BMPs after that effort is completed.

Bacteria/ Pathogens (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)Annual Requirements*Public Education and Outreach**

- ☒ Annual message was distributed encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Permittee or its agents disseminated educational material to dog owners at the time of issuance or renewal of dog license, or other appropriate time
- ☒ Provided information to owners of septic systems about proper maintenance in any catchment that discharges to a water body impaired for bacteria

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

Nitrogen (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)Annual Requirements*Public Education and Outreach**

- ☒ Distributed an annual message in the spring (April/May) that encourages the proper use and disposal of grass clippings and encourages the proper use of slow-release fertilizers
- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Potential structural BMPs

Any structural BMPs listed in Table 3 of Attachment 1 to Appendix H already existing or installed in the regulated area by the permittee or its agents was tracked and the nitrogen removal by the BMP was

☐ estimated consistent with Attachment 1 to Appendix H. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated nitrogen removed in mass per year by the BMP were documented.

- ☐ The BMP information is attached to the email submission
- ☐ The BMP information can be found at the following website:

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The Town is working on updating and refining the GIS for all municipally owned BMPs. During this process, BMPs with a known install date will be reviewed to determine whether there are any known structural BMPs installed within the MS4 after the date the permit was issued. Moving forward the Town will track and calculate the above information for any municipally owned structural BMP installed within the Taunton River watershed.

Phosphorus (Combination of Impaired Waters Requirements and TMDL Requirements as Applicable)

Annual Requirements

*Public Education and Outreach**

- ☒ Distributed an annual message in the spring (April/May) encouraging the proper use and disposal of grass clippings and encouraging the proper use of slow-release and phosphorus-free fertilizers
- ☒ Distributed an annual message in the summer (June/July) encouraging the proper management of pet waste, including noting any existing ordinances where appropriate
- ☒ Distributed an annual message in the fall (August/September/October) encouraging the proper disposal of leaf litter

** Public education messages can be combined with other public education requirements as applicable (see Appendix H and F for more information)*

Good Housekeeping and Pollution Prevention for Permittee Owned Operations

- ☒ Increased street sweeping frequency of all municipal owned streets and parking lots subject to Permit part 2.3.7.a.iii.(c) to a minimum of two times per year (spring and fall)

Potential structural BMPs

- ☐ Any structural BMPs already existing or installed in the regulated area by the permittee or its agents was tracked and the phosphorus removal by the BMP was estimated consistent with Attachment 3 to Appendix F. The BMP type, total area treated by the BMP, the design storage volume of the BMP and the estimated phosphorus removed in mass per year by the BMP were documented.

- ☐ The BMP information is attached to the email submission
- ☐ The BMP information can be found at the following website:

Optional: If you would like to describe progress made on any incomplete requirements listed above or provide any additional details, please use the box below:

The Town is working on updating and refining the GIS for all municipally owned BMPs. During this process, BMPs with a known install date will be reviewed to determine whether there are any known structural BMPs installed within the MS4 after the date the permit was issued. Moving forward the Town will track and calculate the above information for any municipally owned structural BMP installed within the within the Norton Reservoir and Ten Mile River watershed.

Optional: Use the box below to provide any additional information you would like to share as part of your self-assessment:

Part III: Receiving Waters/Impaired Waters/TMDL

Have you made any changes to your lists of receiving waters, outfalls, or impairments since the NOI was submitted?

☒ Yes

☐ No

If yes, describe below, including any relevant impairments or TMDLs:

During Permit Year 3, the Town has modified its outfall mapping due to outfall investigation field work. 59 outfalls were removed from the MS4 mapping and will be recategorized as a different structure (e.g., culvert, BMP inlet) or removed because they did not exist or are owned or operated by another entity. These modifications did not add or change any receiving waterbody or impairments/TMDLs listed in the NOI, and as updated when the 2016 Integrated List of Water was finalized.

Part IV: Minimum Control Measures

Please fill out all of the metrics below. If applicable, include in the description who completed the task if completed by a third party.

MCM1: Public Education

Number of educational messages completed **during this reporting period:**

Below, report on the educational messages completed **during this reporting period**. For the measurable goal(s) please describe the method/measures used to assess the overall effectiveness of the educational program.

BMP:1A: Education and Outreach to Residents: Septic System Maintenance

Message Description and Distribution Method:

The Town has an active Facebook page that often posts stormwater-related messages. In Permit Year 3, information about SepticSmart week (9/14/20-9/18/20) was posted on Facebook, including actions homeowners can take to properly take care for their septic systems. Additionally, the Town's Public Health Department posted information about proper septic system maintenance on their webpage, including links to EPA and MassDEP websites about caring for septic systems.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The first post received 4 likes and 3 shares (9/14/20), the second post received 3 likes and 1 share (9/15/20), the third post received 4 likes (9/16/20), the fourth post received 1 like (9/17/20), and the final post received 1 like (9/18/20).

Message Date(s):

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP:1A: Education and Outreach to Residents: Leaf Litter and Yard Waste

Message Description and Distribution Method:

The Town posted information about leaf litter and yard waste on Facebook, highlighting the need to clear leaf litter off of catch basins and methods to recycle/compost yard waste.

Targeted Audience:

Responsible Department/Parties:

Measurable Goal(s):

The leaf litter facebook post received 6 likes.
The yard waste composting/recycling post received 1 share.

Message Date(s): Leaf litter - 10/26/20 Yard Waste - 3/31/21

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP:1A: Educational and Outreach (multi-media methods)

Message Description and Distribution Method:

Like last year, Think Blue Massachusetts ran an educational advertising campaign from May 17th to June 4th 2021 on behalf of the members of the Southeastern Regional Stormwater Coalition. The "Fowl Water" video advertisement helps viewers visualize how stormwater pollution from motor oil, pet waste, and trash become stormwater pollution. This advertisement was used as a sponsored video on Facebook, Instagram, and YouTube.

Targeted Audience: Residents

Responsible Department/Parties: Southeastern Regional Stormwater Coalition

Measurable Goal(s):

9,487 Facebook and Instagram, 24,011 YouTube, and 4,200 Spanish Language impressions can be attributed to the Town of Mansfield as a result of this campaign.

Message Date(s): May 17th through June 4th, 2021

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: 1A: Education and Outreach: Stormwater Management Town Webpage

Message Description and Distribution Method:

The Town continues to display stormwater pollution prevention educational material on the Town's Stormwater Management webpage for residents. The webpage discusses reporting suspected illicit discharges, contains links to the Town's Stormwater Management Bylaw, annual reports, NOI, SWMP, septic system maintenance, and links of further educational materials including:

- MassDEP Stormwater Management Standards
- Stormwater Pollution Education: Fertilizing the Lawn

-Stormwater Practice flow Chart for Residents
-Homeowner's Guide to Ecological Landscaping
-Leaf litter educational flyer
-MassDEP Pet Waste educational flyer
-Town of Mansfield Pet Waste educational flyer
-EPA Be SepticSmart educational flyer
-Summary of the six MCMs
-10 Steps to Stormwater Pollution Prevention on Small Residential Construction Sites
<https://www.mansfieldma.com/470/Stormwater-Management-Information>

Targeted Audience: Residents

Responsible Department/Parties: DPW and Conservation Commission

Measurable Goal(s):

All visitors to the Town's Stormwater Management webpage were reached by this messaging.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: 1A: Educational and Outreach to Residents: Recycling, Household Hazardous Waste, and Clean U

Message Description and Distribution Method:

The Town continues to post information about proper recycling on Facebook and advertises Household Hazardous Waste Day on the Town Website and Facebook. Keep Mansfield Beautiful, a volunteer group that aims to keep the Town clean, promote environmentally friendly practices, and beautify spaces, recognizes residents who help picked up trash in Town (ongoing).

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

One of the Town's Facebook posts about recycling received 29 likes and 5 shares. The Town posted 2021 Hazardous Waste Day information several times with one post receiving 15 likes and 10 shares.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☐ Appendix H Requirements ☐

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: 1A: Educational and Outreach to Residents: Pet Waste

Message Description and Distribution Method:

In addition to Pet Waste educational materials on the town's website, a brochure entitled "What's the Problem with Dog Waste?" was distributed to residents that applied for a dog license. This brochure includes information on the impact of pet waste on the environment and applicable local ordinances.

Targeted Audience: Residents

Responsible Department/Parties: Town Clerk

Measurable Goal(s):

All residents who applied for a pet license received this messaging. The Town printed 3,200 to be handed out to all of the 3,200 licensed dog owners in Town.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: 1A: Yard Waste Pollution Prevention Education

Message Description and Distribution Method:

The Town of Mansfield sent out targeted messaging about the the proper use and disposal of yard waste to residents living near East Street in response to increased amounts of yard waste ending up in a town-owned swale on that street. The Engineering Department has since removed the yard waste and cleaned-up the swale.

Targeted Audience: Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

Following the targeted messaging and meeting with abutters, there were fewer observations of yard waste in the swale and the swale is functioning as designed.

Message Date(s):

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

BMP: 1A-1C: Education and Outreach: Town Engineering Webpage

Message Description and Distribution Method:

The Town has guidance for developers on drainage and detention basin/infiltration requirements on the Engineering Department webpage. This guidance is available in a check list format for site plans and subdivisions.

Additional messaging on the engineering page includes a pamphlet titled "After the Storm" which outlines stormwater pollution solutions for residents, commercial businesses, agriculture work, and developers. A pamphlet titled "Make Your home The Solution to Stormwater Pollution" discusses healthy household habits for clean water with respect to vehicles, lawn, home repair and improvement, pet care, swimming pools, and septic systems.

<https://www.mansfieldma.com/262/Department-of-Public-Works---Town-Engine>

Targeted Audience: Developers, Businesses, and Residents

Responsible Department/Parties: DPW

Measurable Goal(s):

All visitors to the Engineering Department webpage were reached by this messaging.

Message Date(s): Ongoing

Message Completed for: Appendix F Requirements ☒ Appendix H Requirements ☒

Was this message different than what was proposed in your NOI? Yes ☐ No ☒

If yes, describe why the change was made:

Add an Educational Message

MCM2: Public Participation

Describe the opportunity provided for public involvement in the development of the Stormwater Management Program (SWMP) **during this reporting period:**

The Stormwater Management Plan remains publicly available on the Town's website for ongoing public review and feedback; including instructions for residents to provide comments or input on the plan.

As part of the development and adoption of the updated Rules and Regulations for the Stormwater

Management Bylaw, the public was able to comment on the Program at the Town's Conservation Commission Meetings on March 22, 2021 and April 29, 2021 and the Commission to comment where the draft regulations were presented.

Was this opportunity different than what was proposed in your NOI? Yes ☐ No ☒

Describe any other public involvement or participation opportunities conducted during this reporting period:

Mansfield and the Towns of Foxborough and Norton held a Household Hazardous Waste Collection Day on April 24th, 2021 where residents could drop off items at the Xfinity Center in Mansfield, or have them picked up at their home. Residents could dispose of common hazardous household items, including automotive products, household cleaners, oil-based paints, aerosols, batteries, pesticides, and fertilizers.

Keep Mansfield Beautiful held the 2021 Great Mansfield Cleanup between April 10 and May 2, 2021.

The Town's Stormwater Working Group meet on an as-needed basis to review Permit Year 3 items. In Permit Year 3, the Group met on December 2, 2020.

MCM3: Illicit Discharge Detection and Elimination (IDDE)

Sanitary Sewer Overflows (SSOs)

Check off the box below if the statement is true.

☐ This SSO section is NOT applicable because we DO NOT have sanitary sewer

Below, report on the number of SSOs identified in the MS4 system and removed during this reporting period.

Number of SSOs identified:

Number of SSOs removed:

MS4 System Mapping

Optional: Provide additional status information regarding your map:

The Town continues to refine the MS4 GIS mapping as the IDDE Program is implemented and field investigations are completed. Including adding new outfalls, updating mapped BMPs and re-categorizing incorrectly mapped stormwater features.

Screening of Outfalls/Interconnections

If conducted, please submit any outfall monitoring results from this reporting period. Outfall monitoring results should include the date, outfall/interconnection identifier, location, weather conditions at time of sampling, precipitation in previous 48 hours, field screening parameter results, and results from all analyses. Please also include the updated inventory and ranking of outfalls/interconnections based on monitoring results.

- ☐ No outfalls were inspected
- ☒ The outfall screening data is attached to the email submission
- ☐ The outfall screening data can be found at the following website:

*Below, report on the number of outfalls/interconnections screened **during this reporting period**.*

Number of outfalls screened:

*Below, report on the percent of outfalls/interconnections screened **to date**.*

Percent of outfalls screened:

Optional: Provide additional information regarding your outfall/interconnection screening:

The Town has visited all 373 MS4 outfalls/interconnections and attempted to investigate and screen them. Of the 373 outfalls/interconnections, 359 have been successfully investigated and screened to date. Only 14 outfalls were unable to be completed prior to the end of Permit Year 3 because they require more extensive effort to complete screening. The results of the outfall investigations and dry weather screening was used to update each outfall's priority ranking.

Catchment Investigations

If conducted, please submit all data collected during this reporting period as part of the dry and wet weather investigations. Also include the presence or absence of System Vulnerability Factors for each catchment.

- ☒ No catchment investigations were conducted
- ☐ The catchment investigation data is attached to the email submission
- ☐ The catchment investigation data can be found at the following website:

*Below, report on the number of catchment investigations completed **during this reporting period**.*

Number of catchment investigations completed this reporting period:

*Below, report on the percent of catchments investigated **to date**.*

Percent of total catchments investigated:

Optional: Provide any additional information for clarity regarding the catchment investigations below:

Catchment investigations are planned in Permit Year 4 for High Priority catchments.

IDDE Progress

If illicit discharges were found, please submit a document describing work conducted over this reporting period, and cumulative to date, including location source; description of the discharge; method of discovery; date of discovery; and date of elimination, mitigation, or enforcement OR planned corrective measures and schedule of removal.

- ☒ No illicit discharges were found
- ☐ The illicit discharge removal report is attached to the email submission
- ☐ The illicit discharge removal report can be found at the following website:

*Below, report on the number of illicit discharges identified and removed, along with the volume of sewage removed **during this reporting period**.*

Number of illicit discharges identified:

Number of illicit discharges removed:

Estimated volume of sewage removed: gallons/day

*Below, report on the total number of illicit discharges identified and removed to date. At a minimum, report on the number of illicit discharges identified and removed **since the effective date of the permit (July 1, 2018)**.*

Total number of illicit discharges identified:

Total number of illicit discharges removed:

Optional: Provide any additional information for clarity regarding illicit discharges identified, removed, or planned to be removed below:

There were no known discharges of sanitary wastewater, reports of illegal dumping or spills to the MS4 this permit year.

Employee Training

Describe the frequency and type of employee training conducted **during this reporting period**:

IDDE training occurred on September 24, 2020 and was attended by Town engineers and DPW staff who implement the IDDE Program.

MCM4: Construction Site Stormwater Runoff Control

*Below, report on the construction site plan reviews, inspections, and enforcement actions completed **during this reporting period**.*

Number of site plan reviews completed:

Number of inspections completed:

Number of enforcement actions taken:

Optional: Enter any additional information relevant to construction site plan reviews, inspections, and enforcement actions:

In Permit Year 3, there were no construction sites disturbing one acre.

MCM5: Post-Construction Stormwater Management in New Development and Redevelopment

As-built Drawings

*Below, report on the number of as-built drawings received **during this reporting period**.*

Number of as-built drawings received:

Optional: Enter any additional information relevant to the submission of as-built drawings:

This has been a requirement of the Stormwater Management Bylaw (Chapter 185) since May 2015. However, few projects disturb 1 acre or more.

Street Design and Parking Lots Report

Describe the status of the street design and parking lots assessment due in year 4 of the permit term, including any planned or completed changes to local regulations and guidelines:

Preparation for the Street Design and Parking Lots Report has not yet begun as this requirement is due in Permit Year 4.

Green Infrastructure Report

Describe the status of the green infrastructure report due in year 4 of the permit term, including the findings and progress towards making the practice allowable:

Preparation for the Green Infrastructure Report has not yet begun as this requirement is due in Permit Year 4.

Retrofit Properties Inventory

Describe the status of the inventory, due in year 4 of the permit term, of permittee-owned properties that could be modified or retrofitted with BMPs to mitigate impervious areas and report on any properties that have been modified or retrofitted:

Preparation for the Retrofit Properties Report has not yet begun as this requirement is due in Permit Year 4.

MCM6: Good Housekeeping

Catch Basin Cleaning

*Below, report on the number of catch basins inspected and cleaned, along with the total volume of material removed from the catch basins **during this reporting period**.*

Number of catch basins inspected:

Number of catch basins cleaned:

Total volume or mass of material removed from all catch basins: [Select Units]

Below, report on the total number of catch basins in the MS4 system.

Total number of catch basins:

If applicable:

Report on the actions taken if a catch basin sump is more than 50% full during two consecutive routine inspections/cleaning events:

Due to asynchronous work schedules, a combination of remote and in-person work, and additional disruptions throughout the COVID-19 pandemic a backlog of work has developed in Town. The Town was unable to perform catch basin cleaning according to O&M programs this year due to deferred priorities because of the pandemic. Catch basin cleaning is scheduled for the upcoming year.

The total number of catch basins reduced significantly this permit year because the previous numbers reported included ownership by other entities (e.g., private, State, etc.). The updated totals are 2,859 catch basins in the MS4 and 4,651 catch basins mapped in Town.

Street Sweeping

*Report on street sweeping completed **during this reporting period** using one of the three metrics below.*

☒ Number of miles cleaned:

☐ Volume of material removed: [Select Units]

☐ Weight of material removed: [Select Units]

Stormwater Pollution Prevention Plan (SWPPP)

*Below, report on the number of site inspections for facilities that require a SWPPP completed **during this reporting period**.*

Number of site inspections completed:

Describe any corrective actions taken at a facility with a SWPPP:

No corrective actions were taken at a facility. The Town has a single SWPPP form, which covers two facilities: The DPW facility and Green Recycling Park. While inspections were conducted concurrently, each facility was considered individually in the final SWPPP site inspection count.

Additional Information

Monitoring or Study Results

Results from any other stormwater or receiving water quality monitoring or studies conducted during the reporting period not otherwise mentioned above, where the data is being used to inform permit compliance or permit effectiveness must be attached.

- ☒ Not applicable
- ☐ The results from additional reports or studies are attached to the email submission
- ☐ The results from additional reports or studies can be found at the following website(s):

If such monitoring or studies were conducted on your behalf or if monitoring or studies conducted by other entities were reported to you, a brief description of the type of information gathered or received shall be described below:

Additional Information

Optional: Enter any additional information relevant to your stormwater management program implementation during the reporting period. Include any BMP modifications made by the MS4 if not already discussed above:

COVID-19 Impacts

Optional: If any of the above year 3 requirements could not be completed due to the impacts of COVID-19, please identify the requirement that could not be completed, any actions taken to attempt to complete the requirement, and reason the requirement could not be completed below:

Due to asynchronous work schedules, a combination of remote and in-person work, and additional disruptions throughout the COVID-19 pandemic a backlog of work has developed in Town. The Town was unable to perform catch basin cleaning according to O&M programs this year due to deferred priorities because of the pandemic. Catch basin cleaning is scheduled for the upcoming year.

Activities Planned for Next Reporting Period

Please confirm that your SWMP has been, or will be, updated to comply with all applicable permit requirements including but not limited to the year 4 requirements summarized below. (Note: impaired waters and TMDL requirements are not listed below)

Yes, I agree ☒

- Develop a report assessing current street design and parking lot guidelines and other local requirements within the municipality that affect the creation of impervious cover
- Develop a report assessing existing local regulations to determine the feasibility of making green infrastructure practices allowable when appropriate site conditions exist
- Identify a minimum of 5 permittee-owned properties that could potentially be modified or retrofitted with BMPs to reduce impervious areas

Annual Requirements

- Annual report submitted and available to the public
- Annual opportunity for public participation in review and implementation of SWMP
- Keep records relating to the permit available for 5 years and make available to the public
- Properly store and dispose of catch basin cleanings and street sweepings so they do not discharge to receiving waters
- Annual training to employees involved in IDDE program
- Update inventory of all known locations where SSOs have discharged to the MS4
- Continue public education and outreach program
- Update outfall and interconnection inventory and priority ranking and include data collected in connection with the dry weather screening and other relevant inspections conducted
- Implement IDDE program
- Review site plans of construction sites as part of the construction stormwater runoff control program
- Conduct site inspection of construction sites as necessary
- Inspect and maintain stormwater treatment structures
- Log catch basins cleaned or inspected
- Sweep all curbed streets at least annually
- Continue investigations of catchments associated with Problem Outfalls
- Implemented SWPPPs for all permittee owned or operated maintenance garages, public works yards, transfer stations, and other waste handling facilities
- Review inventory of all permittee owned facilities in the categories of parks and open space, buildings and facilities, and vehicles and equipment; update if necessary
- Review O&M programs for all permittee owned facilities; update if necessary
- Implement all maintenance procedures for permittee owned facilities in accordance with O&M programs
- Implement program for MS4 infrastructure maintenance to reduce the discharge of pollutants
- Enclose all road salt storage piles or facilities and implemented winter road maintenance procedures to minimize the use of road salt
- Review as-built drawings for new and redevelopment to ensure compliance with post construction bylaws, regulations, or regulatory mechanism consistent with permit requirements
- Inspect all permittee owned treatment structures (excluding catch basins)

Provide any additional details on activities planned for permit year 4 below:

The Town acknowledges the General Permit Year 4 requirements and will complete as many activities as

possible based on funding and staff availability.

Part V: Certification of Small MS4 Annual Report 2021

40 CFR 144.32(d) Certification

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, I certify that the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Name:

Kevin J. Dumas

Title:

Town Manager

Signature:

Date:

*[Signatory may be a duly authorized
representative]*